



**Townsend Town Council Workshop Meeting**  
**May 18<sup>th</sup>, 2022 @ 7:00 pm**  
**VIA CONFERENCE CALL & Town Hall**

**7:00 pm Town Council Workshop Meeting**

- I. Call to Order:
- II. Opening Ceremonies
  - a. Roll Call:
  - b. Pledge of Allegiance:
  - c. Recognition of Visitors:
  - d. Announcements:
- III. Adoption of Agenda.
- IV. Approval / Rejection of Minutes
  - a. Approval/ Rejection of Council Minutes from the April 20<sup>th</sup>, 2022, Town Council Public Hearing.
  - b. Approval/ Rejection of Council Minutes from the May 4<sup>th</sup>, 2022, Town Council Meeting.
- V. State Police:
- VI. Town of Townsend Police Chief's Report
- VII. Reports
  - a. Town Attorney Fred Townsend III
  - b. Town Engineer Edwin Van-Otoo
  - c. Town Manager
    1. Discussion regarding Council vacancies and the upcoming Town Council Reorganization Meeting.
    2. Discussion regarding the roles of the Mayor.
    3. Discussion on Workshop Meeting content.
- VIII. Committee Reports
  - a. **Finance Committee:** Co-Chair: Councilman Dugan
    - a. **ACTION ITEM:** Discussion and possible vote to approve Resolution 2022-010 A Resolution to Affirm the Adoption of the FY 2023 Municipal Budget.
    - b. **ACTION ITEM:** Discussion and introduction of Ordinance 2022-003, An Ordinance to Amend Chapter 4 of the Townsend Municipal Code Relating to the Fee Schedule.
  - b. **Human Resources Committee:** Chair: Councilman Dugan
  - c. **Public Works Committee:** Chair: Councilman Dugan, Co-Chair: Councilman Mertz
  - d. **Land Use and Development Committee:** Chair: Councilman Lobdell, Co-Chair: Councilman Dugan

Town Meetings will return to both an in person and a virtual format.

Those wishing to attend virtually may dial **1(301)715-8592**. When directed, provide following meeting ID **827- 6421-7575#** and then the following password 361631# to enter the meeting. If you choose to access the meeting online click the following link: <https://us02web.zoom.us/j/82764217575?pwd=aHI4RDhTZ0xiME1HV0ZOcHRxSHZ3QT09>

Residents will be able to view documents posted to the meeting tab on the Town website at [www.townsend.delaware.gov](http://www.townsend.delaware.gov) or by joining the meeting via computer.

- e. **Veterans Committee:** Chair: Councilwoman Clarke, Co-Chair: Councilman Dugan
- f. **Public Safety Committee:** Chair: Councilman Mertz, Co-Chair: Councilwoman Clarke
- g. **Community Engagement Committee:** Chair: Councilwoman Clarke, Co-Chair: Councilman Lobdell
- h. **Parks and Recreation Committee:** Chair: Councilman Lobdell, Co-Chair: Councilman Mertz
- i. **National Wildlife and Historic Preservation Committee:** Chair: Councilwoman Clarke

**IX.** Citizens Comments & Participation

**X.** Recess Council Meeting to Convene Executive Session

**XI.** Convene Executive Session: In accordance with 29 Del. C. §10004 (B)(9) the Town Council will be meeting in executive session strategy session relating to personnel matters.

**XII.** Close Executive Session & Re-convene Council Meeting.

**XIII.** Adjournment.

---